

Federal Advisory Committee (FAC) Membership Balance Plan

Please read the [Federal Advisory Committee Membership Balance Plan Guidance](#) prior to completing this form

FEDERAL COUNCIL ON THE ARTS AND THE HUMANITIES
(1) FEDERAL ADVISORY COMMITTEE NAME <i>State the legal name of the FAC</i>
Arts and Artifacts Indemnity Panel
(2) AUTHORITY <i>Identify the authority for establishing the FAC</i>
20 U.S.C. §§ 958, 971-77; Federal Advisory Committee Act, as amended, 5 U.S.C. App.2.
(3) MISSION/FUNCTION <i>Describe the mission/function of the FAC</i>
The committee's objectives and scope of activities include: 1) advising the Federal Council of policy options related to the administration of the Arts and Artifacts Indemnity Act (20 U.S.C. §§ 971-977); 2) reviewing and recommending for approval applications for Federal Indemnity; 3) providing expert judgment with respect to the dollar valuation, the adequacy of packing, shipping and security arrangements and the cultural, historical, educational, and scientific significance of the objects to the indemnified; and 4) reviewing claims submitted or payments made under the Indemnity Act.
(4) POINTS OF VIEW <i>Based on understanding the purpose of the FAC,</i> <i>(a) describe the process that will be used to ensure the committee is balanced, and identify the categories (e.g. individual expertise or represented interests) from which candidates will be considered;</i> <i>(b) consider indentifying an anticipated relative distribution of candidates across the categories; and</i> <i>(c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members</i>
The Arts and Artifacts Indemnity Panel consists of approximately sixteen members and is comprised of museum curators, directors, registrars, and conservators. Members are chosen for their expertise in organizing traveling exhibitions, knowledge of the international art market and valuations, and judgment about minimizing risks to the Treasury. Curators have specific areas of expertise (Asian art, modern art, decorative arts and sculpture, for example) in order to judge valuations. The committee is composed mostly of private citizens who are Special Government Employees (SGE) and, occasionally, museum officials who are Regular Government Employees (RGE).
(5) OTHER BALANCE FACTORS <i>List any other factors your agency identifies as important in achieving a balanced FAC</i>
Additional considerations include the size and type (public or private) of the museum from which the member is chosen, as well as the museum's geographic location.

(6) CANDIDATE IDENTIFICATION PROCESS

Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance. The summary should:

- (a) describe the process*
- (b) identify the agency key staff involved (by position, not name)*
- (c) briefly describe how FAC vacancies, if any, will be handled by the agency; and*
- (d) state the membership term limit of FAC members, if applicable*

Names of prospective new committee members are solicited from the museum field at conferences, symposia, and other meetings. The Indemnity Administrator (IA) develops a list of three possible candidates for each vacancy. The IA takes into consideration the expertise required to fill the vacancy (registrar, conservator, Asian art expert, for example), as well as the geographic location of the candidate's museum, and the size and type of museum. The IA then sends the list to the Chairman of the National Endowment for the Arts (NEA), through NEA's Director of Museums and Visual Arts. The NEA Chairman makes the final decision on committee membership. Panel members are appointed to three-year terms, and the membership is staggered so that vacancies occur one or two at a time.

(7) SUBCOMMITTEE BALANCE

Subcommittees subject to FACA should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

**This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

The process used to determine advisory committee membership balance for the parent Federal advisory committee will be used for any subcommittees that may be created by the Arts and Artifacts Indemnity Panel.

(8) OTHER

Provide any additional information that supports the balance of the FAC

Not applicable.

(9) DATE PREPARED/UPDATED

Insert the actual date the Membership Balance Plan was initially prepared, along with the date(s) the Plan is updated

This Membership Balance Plan was prepared on November 2, 2011, and updated on November 4, 2013 and November 25, 2015 as part of the biennial charter renewal process.